

# **RCTB** RICHLAND COUNTY TRANSIT BOARD

19 N. Main St. Mansfield, Ohio 44902 419-774-5684 fax 419-774-5685

MINUTES OF the March 14, 2022 RCT Board meeting

**PRESENT:**

Board: Scott Heimann, Clint Knight, Carl Neutzling, Ed Pickens, Crystal Weese  
RCRPC staff: Jean Taddie  
First Transit (via Zoom): Tara Burchett, Bill Harned, Chris Terry, Cristin Tolen  
Guest: Susan Fisher of Inkarceration

**ABSENT:** Nicole Williams

**Call to Order**

Chairman Clint Knight called the annual meeting to order at 3:03 p.m.

**Recommended Actions**

**1. Routine Matters – CONSENT AGENDA**

The Bills to Pay, Minutes from the February 14 RCTB meeting, February TMR and RCTB financial reports, GM and ridership reports, status of grant programs, and an advertising update were provided in advance for review.

Clint Knight asked for call outs or questions, and there were none.

*Scott Heimann made a motion to approve the consent agenda. Carl Neutzling seconded the motion. With no further discussion, the motion carried.*

**Old Business**

During the TransLoc (formerly DoubleMap) AVL system update, it was noted that Ford has sold TransLoc to Modaxo. RCTB is still receiving invoices for 2022 annual service, which is in error. During prior meetings with TransLoc management and legal, they agreed the payment for 2021's annual service would be extended to one year from our Go Live date, which they said was January 2022. Chris said the repeating stop callouts are still occurring, and the data is in raw format, not set up as reports. This matter will be referred to the RCTB Operations & Safety committee. Clint will work on appointments to form the committee for next month.

Information about Inkarceration's request for ADA parking lot shuttle service July 15-17 and FTA rules for charter service were provided in advance for review. Susan Fisher, an Inkarceration event organizer, indicated that service would be needed from 11a to 11p Friday, Saturday and Sunday. They envision needing 3 wheelchair accessible buses to shuttle roughly 300 patrons per day between the fairgrounds and the event's Cyclops lot near Warren Rupp. Wristbands would indicate who is authorized to ride. If possible, Susan would like an answer before May 1<sup>st</sup>. Jean reviewed FTA's rules for charter service, and offered to provide information about the fully allocated costs of fixed route service. If needed, the Finance Committee could review.

A report of upcoming procurements and major purchases was provided in advance for board review. Jean noted that for cutaway bus purchase, BSI is preparing a new quote based on updated ODOT contract pricing, and that she and Chris would re-rank the quotes when that was available. The Transit Development Plan committee met on 2/28 and are working on an RFP for board approval by the April meeting. The next procurement on deck is the radio system replacement.

### **New Business**

During discussion on the Transit Tire contract, Jean noted that one response was received from Bridgestone for the Tire RFP. The Finance Committee is working with Chief Civil Prosecuting Attorney, Amanda Middis, to review Bridgestone's request to change the contract language. A RCTB special meeting will be needed before month end to vote on the contract.

A Letter of Inquiry sent to the Ohio Transit Partnership Program (OTP2) grant for an HVAC overhaul was provided in advance for review. The project covered replacement of the HVAC systems in the bus admin/garage and transit center, which could run up to \$400,000. Jean noted the LOI has since been accepted by ODOT, so RCTB is invited to complete a full grant application. Rickett Industrial Environmental System provided a rough estimate based on several repairs they had made and the life expectancy of the equipment. They noted firm pricing was challenging due to long lead times for materials and a need for engineering. If funds are awarded, this project would be subject to prevailing wage and we will need to get additional quotes. Carl recommended contacting Universal and Standard Heating and Plumbing, as they are experienced with prevailing wage bids.

The commissioners will be voting on a nomination for Dr. Donna Hight to fill the remainder of Leona Smith term, through 12/31/23. Leona resigned due to schedule conflicts. Going forward, the RCTB executive committee will take on the role of a nominating committee.

The Board welcomed Bill Harned, First Transit's new Region VP for our system. Region VP Cristin Tolen was thanked for her service, and wished well on her new territory.

**Other Business from the Floor**

There was no other business from the floor.

**Executive Session (if necessary)**

There was no executive session.

**Adjourn**

*There being no further business, Carl Neutzling made a motion to adjourn. Ed Pickens seconded the motion. With no further discussion, the motion carried.*

The meeting adjourned at 3:50 p.m.

**Next Meeting**

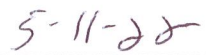
The next regular monthly meeting is scheduled for Wednesday, April 13 @ 8:30am.

  
\_\_\_\_\_  
Scott Heimann, Secretary

  
\_\_\_\_\_  
Date

The undersigned duly qualified and acting chairman of the Richland County Transit Board certifies that the foregoing is a true and correct copy of the minutes, approved at a legally convened meeting of the Board, of the RCTB meeting held on March 14, 2022.

  
\_\_\_\_\_  
Clint Knight, Chairman

  
\_\_\_\_\_  
Date